Building Management and Maintenance Series - 1.4 CEUs*
All facilities will require a certain amount of upkeep, and will definitely require repairs. Learn more about facility up keeping here, in the Building Management and Maintenance series of modules.

Building Management Principles - 0.2 CEUs
Risk Management
• General Liability
• Fire Prevention, Detection, and Protection
• Life Safety Code

Preventive Maintenance
• Planning
• Scheduling
• Monitoring

Chemical Storage
• Basic Chemical Segregation
• Safe Chemical Storage
• Storage Time Limits

Cleaning Services
• Cleaning Supply Storage and Management
• Common Areas
• Elevators
• Pools and Pool Decks

Facility Maintenance
• Building Codes
• Security
• Disaster Preparedness

Building Utilities and Boilers - 0.4 CEUs
Utilities
• Boilers
• Electrical
• HVAC and Refrigeration
• Plumbing

Combustion Fundamentals
• Combustion Fundamentals
• Combustion Process
• Burners and Controls

Boiler Types and Classification
• Hydronic (Hot Water) Boiler System
• Steam and Condensate Boiler System
• Steel and Cast Iron Boilers

Boiler Operation
• System Operation
• System Shutdown
• System Startup
• Steam and Hot Water Control Settings

Boiler Systems
• Boiler Room Terminology
• Major Components
• Valves and Identification

Boiler Blowdown
• Types of Blowdown
• Blowdown Procedure
• Water Quality

Safety Valves
• Valve Identification and Terminology
• Valve Applications

Boiler System Controls
• Common Controls

*CEUs are calculated and awarded at the subject area level. Series level totals are to show the available amount of CEUs that can be earned for completing all subject areas in a particular series.
Boiler Management Control Systems
• Basic Flame Safeguard System
• Sequence of Operation
• Circuit and Interlock Controls
• Flame Loss Sequence
• Burner Shutdown
• Troubleshooting

Overhead Door Controls
• Overhead Door Components
• Manual Operation
• Lubrication
• Limit Adjustment

Roofing, Walls and Balconies
• Fire Control Systems
• Balcony Inspections
• Roofing Materials and Usage
• Rooftop Tanks

General Inspection and Repairs
- 0.5 CEUs
Cleaning Drains
• Floor, Sink, and Lavatory Drains

Faucet Repair
• Leaking Pipes
• Leaking Toilets and Urinals

Pipe Repair and Replacement
• Terminology and Tools
• Repairs

Building Electrical Maintenance
- 0.3 CEUs
Overview of Electrical Systems
• Facility Power Distribution Systems and Equipment
• How the Power Grid Works

Basic Masonry
• Terminology and Tools
• Repair

Electrical Control Circuits
• Control Circuit Diagrams
• Control Circuit Logic

Drywall, Doors and Locks
• Drywall and Door Repair
• Locks

Electrical Tools and Test Equipment
• Common Electrician’s Tools
• Standard Test Equipment

HVAC Fundamentals
• HVAC Overview
• HVAC Equipment
• HVAC Systems

Electrical Distribution Components
• Terminology
• Conductors
• Conduits and Raceways
• Circuit Breaker Panel and Load Centers

Basic HVAC Maintenance
• HVAC Systems
• Refrigeration Cycle
• Window-Mounted Units

Receptacles and Lighting
• Outlet and Lighting Circuits
• Feeders vs. Branch Circuits
• Switching Circuits

Elevators I
• Types of Elevators
• Service
• Fireman’s Recall System

Elevators II
• Test and Codes
• Handicap and ADA Compliance